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MINUTES OF GEOGRAPHY DIVISION STAFF MEETING, 21 October 1959

25X1A9a PRESENT: [REDACTED]

\* 1. United Givers Fund

25X1A9a Only 50 percent of the Division have participated to date. [REDACTED] asked the group to remind their people that 30 October (pay day) is the last day.

\* 2. European Conferences of Geographers

25X1A9a [REDACTED] requires information regarding forthcoming meetings of geographers in Western European countries in which geographers from outside the host country will participate. The period of interest is December 1959 through April 1960. Each branch chief will report to [REDACTED] by c.o.b. Monday, 26 October.

\* 3. E & E Training Course

25X1A9a [REDACTED] asked for the names of those who have not had an E & E orientation course and who have need for it.

4. Responsibilities in Research and Reports

The roles of the analyst and the branch chief in preparing finished intelligence reports were discussed; the subject will be continued next meeting.

5. Security

Someone from the Office of Security will meet with the group at 2:00 PM, Friday, 23 October, to answer questions on physical security.

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